

**CALIFORNIA COMMISSION ON DISABILITY ACCESS
EXECUTIVE COMMITTEE
MEETING MINUTES**

September 20, 2012

1. CALL TO ORDER

Chair Burks called the meeting to order at 12:09 p.m. at the Department of Rehabilitation, 721 Capitol Mall, Room 169, Sacramento, California 95814.

The off-site meeting location for teleconference was Communities Actively Living Independent and Free, 634 South Spring Street, 2nd Floor, Los Angeles, California 90014.

ROLL CALL

Staff Member Jemmott called the roll.

Commissioners Present: Rocky Burks, Chair
Lillibeth Navarro (Teleconference)
Betty Wilson (Teleconference)

Commissioners Absent: Michael Dean

Committee Members Present: Jennifer Richard

Staff Present: Angela Jemmott, Program Analyst
Lavonia Wade, Office Administrator

Staff Member Jemmott announced a quorum was present.

2. APPROVAL OF MEETING MINUTES (August 16, 2012) – ACTION

MOTION: Commissioner Navarro moved to approve the August 16, 2012, Meeting Minutes. Committee Member Richard seconded. Motion carried unanimously.

3. COMMENTS FROM THE PUBLIC ON ISSUES NOT ON THIS AGENDA

Donald Parks, of Applied Technology, Inc., asked the Commission to address the need for infrastructure in the State of California and for a designated responsible person in the communication disability community. He stated the Department of Justice's definition of the phrase "access to public facilities" includes virtual facilities as well as physical, which places the Internet and public buildings in the same category of equal protection of rights.

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He stated his concern over the lack of enforcement of equal access. For example, in 2010, the Center for Independent Living created a policy that excluded the requirement for alternative, large-print formats of documents for the visually impaired; as a result, the Department of Fair Employment and Housing intake process has no accessible form available. Chair Burks stated the Commission is coordinating website information with the Department of Fair Employment and Housing and will talk to them about this.

In answer to Commissioner Navarro's question, Mr. Parks stated JAWS is unable to read PDF-format documents if they are scanned images.

Mr. Parks asked for clarification of the state's intent in complying with the ADA compliance requirements of a statewide ADA coordinator with the entities that have fifty or more employees.

4. DISABLED ACCESS LEGISLATIVE AND REGULATORY DEVELOPMENTS

a. SB 1186 – D. Steinberg / R. Dutton

Chair Burks stated Governor Brown signed Senate Bill (SB) 1186 yesterday; it will be effective January 1, 2013. The direction of the Commission will change dramatically. The Commission will need to reassess the primary efforts to be pursued. For better understanding and clarity, Chair Burks asked staff to prepare a side-by-side comparison of the old requirements under SB 1608 and the new requirements under SB 1186.

Commissioner Navarro asked Commissioners if they had seen the analysis of the implications of SB 1186 put out by Marty Omoto of Advocacy Without Borders. Chair Burks asked Commissioner Navarro to forward the document to staff.

Action Items

- Staff is to prepare a side-by-side comparison of the old requirements under SB 1608 and the new requirements under SB 1186.
- Commissioner Navarro is to forward the analysis of the implications of SB 1186 to staff.

5. GENERAL BUSINESS ITEMS

a. Executive Director Recruitment - Update

Chair Burks stated the Commission interviewed candidates for the executive director position last week. After review of references and background checks, an offer will be made to the top candidate.

b. CCDA Commissioner Appointments - Update

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Chair Burks recommended that the Commissioners whose appointments expire at the end of this year submit their applications for reappointment immediately in order to avoid delay in their reappointments.

c. Location and Date of December 2012 Meeting - Discussion

Staff Member Wade stated the Department of Consumer Affairs does not have meeting space available until January 9, 2013, for the full Commission meeting. Chair Burks asked staff to send out a Doodle meeting request to all Commissioners announcing that the December 20, 2012, meeting has been moved to January 9, 2013, from 10:00 a.m. to 4:00 p.m., in order to verify a quorum will be in attendance on January 9th.

Staff Member Jemmott suggested preparing the full Commission meeting schedule for the year 2013. Chair Burks asked Committee Member Richard to provide dates that will allow participation by members of the Legislature. Committee Member Richard stated a tentative calendar is soon to be published.

Chair Burks stated he plans to have one meeting in Southern California next year and the rest in Northern California due to budget issues. Staff Member Jemmott added that any members attending through teleconference must publish their locations in advance for members of the public; the previous Chair required all Commissioners to attend physically to avoid complications. Chair Burks stated he will confer with Commissioner Jakobson-Johnson and the meeting protocols as to attendance requirements of the full Commission meeting. Commissioner Navarro recommended full attendance in January, given the Commission's new direction based on the new legislation.

d. CCDA Committees (Pending Restructure) - Discussion

Chair Burks stated, due to the passing of SB 1186, the Commission will restructure the Committees to maximize Commissioner participation. He recommended continuing the Executive Committee and adding two other Committees: an Education and Outreach Committee and a General Committee of miscellaneous Commission items.

6. BUDGET UPDATE

a. Fiscal Year 2012-2013 Budget

Staff Member Jemmott stated the budget has been delayed while the Department of Finance prepares its year-end analysis.

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One line item was added to last year's budget: Commissioner per diems, which were previously listed under Travel Expense as a separate category, are now included under Operating Expenses on the Personal Service side.

Commissioner Navarro requested including the dates of the fiscal year at the top of all budget reports to avoid any confusion.

Action Items

- Staff is to include the dates of the fiscal year at the top of all budget reports.

7. FUTURE AGENDA ITEMS

Chair Burks stated the October 18th Executive Committee meeting may be suspended due to scheduling conflicts. The next Executive Committee meetings will be November 15th and December 13th.

Discussion of the Committee restructuring will be on the next meeting agenda along with a discussion of Committee meeting times. Staff will prepare the side-by-side comparison of SB 1608 and SB 1186 to identify the changes in reporting requirements and the deliverables due to the Legislature at the beginning of next year.

Commissioner Navarro recommended adding an ADA compliance staff member, in alignment with the new direction of the Commission to monitor the ADA and coordinate all access efforts across the state in support of the Commission's activities. Commissioner Wilson agreed that this staff member would be valuable in providing guidance for, overseeing, and coordinating statewide efforts.

Chair Burks suggested identifying statewide compliance efforts, existing fragmentation, and the need for an additional staff member in the initial report to the Legislature.

8. ADJOURN

Chair Burks adjourned the meeting at 2:05 p.m.